

HOW TO APPLY FOR A U.S. PASSPORT IN SANTO DOMINGO

For **ANY** passport service, the first step in applying is to fill out an application online at the following link:

<https://pptform.state.gov/>

The **PASSPORT APPLICATION WIZARD** will determine whether you need a DS-11 or DS-82 and create the relevant form with a **BARCODE**. **Print this out for your interview.**

APPLICANTS WHO HAVE FILLED OUT THEIR FORM THROUGH THE **PASSPORT APPLICATION WIZARD** WILL BE PROCESSED ON A **PRIORITY** BASIS AND WILL BE GIVEN **EXPEDITED SERVICE**.

CHILDREN(under 16)

First time Passport

1. DS-11 form
2. Two recent (within 6 months) 2x2 photos
3. Original birth certificate and copy
4. Original form of identification with signature for EACH parent and copies
5. Medical records and photos documenting the mother's pregnancy and birth of the child in the U.S.
6. Family photos from the child's infancy to the present, especially photos in the U.S.
7. For older children, school records in the U.S. (if available)
8. US\$105.00

Passport Renewals

1. DS-11 form
2. Two recent (within 6 months) 2x2 photos
3. Copy of the most recent passport
4. Original birth certificate and copy
5. Original form of identification with signature for EACH parent and copies
6. Transition photos of the child over the years since the issuance of the previous passport
7. US\$105.00

ADULTS

First time Passport

1. DS-11 form
2. Two recent (within 6 months) 2x2 photos
3. Original birth certificate and copy
4. Copy of Certificate of Naturalization/Citizenship (if applicable)
5. Original form of identification and copy
6. Medical records and photos documenting the mother's pregnancy and birth of the applicant in the U.S.
7. Family photos from the applicant's infancy to the present, especially photos in the U.S.
8. School records in the U.S. (if available)
9. US\$135.00

Passport Renewals (10 year passport)

1. DS-82 form
2. Two recent (within 6 months) 2x2 photos
3. Most recent passport and copy
4. Transition photos of the applicant over the years since the issuance of the previous passport
5. US\$110.00

IMPORTANT: International Parental Child Abduction (IPCA) is a matter of serious concern to the United States Government. To help prevent child abduction, Congress passed Section 236 of Public Law 106-113, also known as the two-parent consent requirement. This law requires that both parents execute the passport application of any minor **under age 16**. If only one parent is able to execute the application, that parent must demonstrate his or her custodial status or present the non-applying parent's written consent, notarized by a U.S. Notary. We **DO NOT ACCEPT** consents notarized in the Dominican Republic. Consents **MUST** be notarized by U.S. Notary Publics, or by a Consular Officer from the U.S. Embassy/Consulate in the country where the father/mother is located.

REMEMBER: To receive **EXPEDITED SERVICE**, please use the correct form and come with all your documents ready.

LOST OR STOLEN PASSPORTS

1. DS-11 form
2. DS-64 form
3. Two recent (within 6 months) 2x2 photos
4. Police Report
5. Original form of identification and copy
6. US\$135.00

ADD PAGES

1. DS-4085 form
2. Current passport
3. US\$82.00

PASSPORT CORRECTION

1. DS-5504 form
2. Current Passport
3. Copy of document to correct error or reflect change (birth certificate, divorce or marriage certificate)

To make an appointment, please visit our website:

http://santodomingo.usembassy.gov/online_appointment_system.html

Send your inquiries to: sdoamericans@state.gov